

Approved For Release 2001/07/16 : CIA-RDP78-00636A000100040028-0

UNITED STATES GOVERNMENT

Memorandum

TO : Executive Assistant to the
Director of Training

FROM : Chief, Language School

SUBJECT: Weekly Activities Report

DATE: 6 February 1970

1. The recent heavy rain resulted again in continued water leakage, now in the front offices of the Language School. Maintenance has not improved. Washrooms are foul - no effort is made by management to place deodorant cakes to minimize odors. Awnings on the south side of the building are in an unusually bad state of repair - parking deteriorates - no effort has been made to provide an orderly parking arrangement on the roof since repairs were made there in the fall. Often one must run an obstacle course to get in or out of the lot. No effort has been made to repair any of the interior damage resulting from the roof repairs. Heating continues to be a major problem with many rooms either too warm or too cold and the controls are not adequate to equalize heating throughout. Soot and dirt seeps through the windows and no effort is made to keep the ledges or sills clean. *

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2. This week a meeting was held with [REDACTED] of the FE/ [REDACTED] Training Office. They came to LS to meet with students from their office, and to talk in general about Vietnamese language training. The timing of this meeting was extremely fortunate as many of the [REDACTED] students had just been complaining about lack of contact with their home office.

3. Personnel Notes

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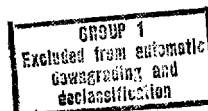
a. Mrs. [REDACTED] our new Arabic instructor, reported for duty on Monday, 2 February. She will be used on a part-time basis.

** We are continuing our discussions with ASD in an attempt to correct this situation.*



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Buy U.S. Savings Bonds Regularly on the Payroll Savings Plan

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4. Language School Statistics

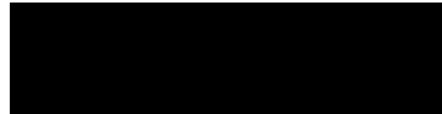
Students and classes as of 6 February 1970:

<u>Students</u>	<u>Classes</u>
Full-time - 91	Full-time - 34
Part-time - 121 (33 BAHLT) (42 Hqs.)	Part-time - 47 (6 BAHLT) (11 Hqs.)

Laboratory hours for the week of 26 - 30 January:

Headquarters - 56
Language School - 378

Twenty proficiency tests were conducted during the week of
26 - 30 January 1970.



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